



The [U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention](#), is pleased to announce that it is seeking applications for funding under the OJJDP FY 2008 Juvenile Accountability Block Grants Program. This program furthers the Department's mission by supporting innovative, effective programs that reduce juvenile offending through accountability-based initiatives focused on both offenders and the juvenile justice system.

OJJDP FY 2008 Juvenile Accountability Block Grants Program

Eligibility

Applicants are limited to the agency that the chief executive (i.e. the governor) of each state and territory designates.

(See "Eligibility," page 3)

Deadline

All applications are due by 8:00 p.m. E.T., on March 14, 2008.

(See "Deadline: Application," page 3)

Contact Information

For assistance with the requirements of this solicitation, contact your OJJDP State Representative at (202) 207-5924 or Chyrl Penn, Deputy Associate Administrator, at (202) 353-9248 or Chyrl.Penn@usdoj.gov.

Applicants must submit their application through [OJP's Grants Management System \(GMS\)](#). For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901.

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OJJDP FY 2008 Juvenile Accountability Block Grants Program CDFA Number: 16.523

Overview

The Juvenile Accountability Block Grant (JABG) Program is authorized under the Omnibus Crime Control and Safe Streets Act of 2002 (42 U.S.C. 3796ee). The Office of Juvenile Justice and Delinquency Prevention (OJJDP), one of five program bureaus in the Office of Justice Programs (OJP), has been delegated the authority to administer the JABG program.

To apply for fiscal year (FY) 2008 JABG funds, participating states must follow the application process outlined in this announcement. This program supports states and units of local government in their efforts to strengthen their juvenile justice systems.

Deadline: Registration and Application

Applicants must register with GMS prior to applying. The deadline to register and submit your application in [GMS](#) is 8:00 p.m. E.T., March 14, 2008.

Eligibility

OJJDP provides federal JABG funds to a designated state agency. Local and tribal governments then apply to the states for funds to support local accountability programs. Federally recognized tribes may also compete for additional JABG funding through the Tribal Juvenile Accountability Discretionary Grant Program managed by OJJDP's Demonstration Program Division.

The Appropriations Act determines each fiscal year's allocation. After deducting statutory set-asides from the authorized appropriation for a fiscal year, OJJDP distributes the balance to eligible states. For this purpose, the term state includes commonwealths, territories, and the District of Columbia.

State Eligibility

The governor or other chief executive office of the each state designates a single state agency to receive, manage, and administer JABG funds. To find a listing of the JABG designated state agencies (DSA), go to ojjdp.ncjrs.gov/statecontacts/resourcelist.asp. To be eligible for JABG funds, the state must annually submit to the OJJDP Administrator, an application describing the proposed activities and the criteria by which the state will assess the effectiveness of activities in achieving the states goals.

Local Eligibility

Units of local government and Indian tribes are eligible to receive an allocation as subgrants by states. The eligibility criteria for units of local government are the same as for state eligibility.

Tribal Eligibility for the JADG Program

In addition to being eligible for JABG funds as a unit of local government, Indian tribes, as defined by Section 102 of the Federally Recognized Indian Tribe List Act of 1994 (25 U.S.C. 479a), or a consortia of such tribes, are eligible for JABG funding through OJJDP's Tribal Juvenile Discretionary Grant Program. OJJDP awards grants on a competitive basis and tribes can pursue these awards under a separate solicitation through the Tribal Youth Program of the Demonstration

Programs Division. OJJDP will announce availability of these funds at www.grants.gov and on its website at www.ojjdp.ncjrs.gov under Current Funding.

Opportunity for Faith-Based and Other Community Organizations To Access JABG Funds by Partnering With Their Respective Units of Local Government. The Omnibus Crime Control and Safe Streets Act of 2002 stipulates that state grantees make subgrant awards to state agencies and qualified units of local government. Therefore, faith-based and other community organizations are statutorily ineligible to apply directly to OJJDP or the state agency that administers the JABG program for funding under the JABG program. However, Section 1806 of the Omnibus Crime Control and Safe Streets Act of 2002 encourages states and units of local government to contract with private, non-profit entities or community-based organizations to implement appropriate JABG purpose areas. State grantees must ensure that their units of local government subgrantees consider faith-based and other community organizations for awards as JABG implementing agencies on the same basis as other eligible applicants. If they make assistance awards to faith-based groups, units of local government subgrantees in their administration of such awards must treat faith-based groups on an equal basis with all other award recipients. Units of local government subgrantees shall not favor nor discriminate against any eligible implementing agency based on its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance funds passed through states and then through units of local government retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. Faith-based groups, however, may not use DOJ grant funds for any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs that DOJ funds may not discriminate in the provision of services based on a beneficiary's religion.

OJJDP encourages applicants to review the Civil Rights Compliance section under "Additional Requirements" in this announcement.

Program-Specific Information

- **Goals, Objectives, and Deliverables**

The long-term goals of the JABG program are the following:

- By 2013, 77 percent of youth who subgrantees serve will be processed using graduated sanctions approaches. (The baseline is 71 percent. The annual goal is a 1-percent increase; the 5-year goal is a 5-percent increase.)
- By 2013, no more than 29 percent of program youth will reoffend. (No baseline is currently available. This rate is based on research of other intervention programs. The annual goal is a 1-percent decrease in rates of offending; the 5-year goal is a 5-percent decrease.)

- **Award Information**

OJJDP will notify each state of its respective FY 2008 allocation, pending congressional enactment of the FY 2008 Appropriations Bill. For planning purposes, states should use their FY 2007 funding levels (see appendix B.)

The awards are for a 3-year project and budget period lasting from June 1, 2008, to May 31, 2011. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. OJJDP anticipates that the Office should make any awards under this solicitation no later than September 30, 2008.

Administrative Costs. States may allocate administrative costs not to exceed 5 percent of the total award. OJJDP defines administrative costs as activities related to the administration of the JABG program, including a full-time JABG coordinator, evaluation, and monitoring.

Match Requirement. JABG funds may not exceed 90 percent of the total program costs, including any funds the state sets aside for program administration. However, if the state uses JABG funds to construct a permanent juvenile correctional facility, it must provide a 50-percent match of the total project. The state must ensure that it will make the nonfederal portion of the cost of the programs funded under its JABG allocation available by the end of the project period.

The applicant must identify the source of the 10-percent non-federal portion of the budget and how match funds will be used. Applicants must satisfy this match requirement with cash only. The formula for calculating match is:

$$\frac{\text{Award amount}}{\text{Federal Share}} = \text{Adjusted Project Costs} \times \text{Recipient's share} = \text{required match}$$

Example: For a federal award amount of \$350,000, match would be:

$$\frac{\$350,000}{90\%} = \$388,889 \times 10\% = \$38,889 \text{ match}$$

Match Requirement for Construction Projects. Construction of a juvenile detention or correctional facility under the JABG program requires a 50 percent match from state, local, or private sources. For each federal dollar awarded, the recipient must provide 50 percent toward the project from state, local, or private sources. The formula for calculating match is:

$$\text{Award amount} \times \text{Recipient's Share} = \text{required match}$$

Example: For a federal award amount of \$350,000, match would be:

$$\$350,000 \times .50 = \$175,000 \text{ match}$$

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
The goal of the JABG program is to reduce juvenile offending through accountability-based programs focused on the offender and juvenile justice system. The objective is to ensure that states are addressing 1 or more of the 17 purposes areas and receiving information on best practices from OJJDP. Specific project objectives will depend on the purpose area selected and whether a system improvement or direct service purpose area is selected.	The following are mandatory measures for all JABG grantees. Grantees may also select any additional outcome or output measures applicable to the program areas selected.	During the current reporting period:
	Number of program youth served.	Number of program youth served.
	Percentage of eligible youth served using graduated sanctions approaches.*	Number of eligible youth served using graduated sanctions approaches.*
	Percentage of program youth completing program requirements.	Number of program youth completing program requirements.
	Percentage of youth with whom a best practice was used.	Number of youth with whom a best practice was used.
	Percentage of program youth who reoffend.	Number of program youth who reoffend.
	Percentage of programs/initiatives employing evidence-based practices.	Number of programs/initiatives employing evidence-based practices.
	Percentage of JABG funds awarded for system improvement.	Amount of JABG funds awarded for system improvement.

The aforementioned performance measures are to be reported on-line via the Data Collection Technical Assistance Tool (DC-TAT). For more information on performance measures and DC-TAT, please go to <http://www.ojjdp-dctat.org/>.

How To Apply

Grants Management System Instructions. Applications must be submitted through the online Grants Management System (GMS). Applicants should begin the process early, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit www.ojp.gov/funding/Masterjobaids.pdf. For additional information, call the GMS Help Desk at 1-888-549-9901. (Please note that GMS does not accept executable files as application attachments. Disallowed file types include, but are not limited to, the following extensions: com, bat, exe, cfg, .dat, db, dbf, dll, ini, log, ora, sys, vbs, and zip.)

CFDA Number. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.523.

DUNS number. The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their applications for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard

for identifying and tracking entities receiving federal funds. The identifier is used to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Call 1-866-705-5711 or apply online at www.dunandbradstreet.com to obtain a number. Individuals are exempt from this requirement.

What an Application Must Include

Standard Form–424. Applicants must complete the Application for Federal Assistance (SF–424), a standard form that most federal agencies use, following the instructions it provides.

Program Narrative. Applicants must submit a program narrative that presents a detailed description of the purpose, goals, objectives, strategies, design, and management of the proposed program. The program narrative must be double spaced, using a standard 12-point font (Times New Roman preferred), with 1-inch margins, not exceeding 30 pages of 8½ by 11-inches. (Number pages “1 of 30,” “2 of 30,” and so forth.) Material required under the “Budget and budget narrative” and “Other attachments” sections will not count toward the program narrative page count. OJJDP may deem applications that do not adhere to the required format to be ineligible.

The program narrative must include the following components:

1. **JABG Advisory Board.** Pursuant to Section 1804(b)(2) of the JABG legislation, states and units of local government must establish and convene an advisory board to recommend a coordinated enforcement plan for how they will use the JABG funds. The board shall include representation from, if appropriate, the state or local police department; the local sheriff’s department; the state or local prosecutor’s office; a state or local juvenile court; the state or local probation office; the state or local educational agency; the state or local social service agency; a nonprofit, nongovernmental victim advocacy organization; and a nonprofit, religious, or community group. States may designate their state advisory group (SAG) under the Juvenile Justice and Delinquency Prevention Act of 2002 to serve as their JABG State Advisory Board (SAB), if the SAG meets the JABG SAB membership requirements. (See appendix F for instructions on how to complete the JABG SAB membership roster and a sample membership roster.)
2. **Role of the Court.** OJJDP strongly encourages states and units of local government to engage in a dialogue with the chief of the highest court in the state and, where appropriate, the chief judge of the local court regarding the content of the application. Applicants should certify that they have communicated in writing with the chief of the highest court in the state and should submit this letter with the application (see “Sample Letter,” appendix E). Applicants should provide a narrative describing how the state took into consideration the needs of the judicial branch in strengthening the juvenile justice system.
3. **Graduated Sanctions.** The applicant must describe in either narrative form or a flowchart how the state’s system of graduated sanctions functions. States, at a minimum, must ensure the following:
 - a. Sanctions are imposed on juvenile offenders for each delinquent offense.
 - b. The juvenile offender receives more intensive sanctions with each subsequent, more serious delinquent offense.
 - c. There is sufficient flexibility to allow for individualized sanctions and services suited to the individual offender.

d. Appropriate consideration is given to public safety and victims of crime.

4. **Juvenile Justice System Analysis.** The State Advisory Board should develop its state plan based on an analysis of juvenile justice system needs. The analysis should describe juvenile crime trends and gaps that exist within the juvenile justice system. This analysis should form the basis for determining how funds used within the 17 JABG purpose areas can most effectively improve the juvenile justice system and increase accountability for juvenile offenders (See appendix C for JABG Purpose Areas).

OJJDP encourages states to focus their JABG resources on programs that target their serious and violent juvenile offender population. The following JABG purpose areas should be accorded priority consideration: (4) hiring additional prosecutors; (5) providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent and juvenile offenders; (7) establishing juvenile gun courts; (13) establishing and maintaining accountability-based programs that enhance school safety; and, (17) establishing, improving, and coordinating prerelease and postrelease systems and programs to facilitate the successful re-entry of juvenile offenders from state and local custody to the community.

5. **Program Descriptions.** Applicants must provide program descriptions for each purpose area and identify the funding allocation for each purpose area selected. Applicants should describe all funds and related activities not subject to the pass-through (see “Other attachments,” page 9, for a more detailed explanation). Additionally, states should identify performance measure data for each purpose area they select. To complete this section, applicants should use the following outline:
- a. **JABG Purpose Area and Number.** Use only the numbered JABG purpose areas listed in appendix C.
 - b. **Problem Statement.** Briefly state a priority juvenile justice issue or need that the program intends to address.
 - c. **Program Goals.** Provide a broad statement that conveys the program’s overall goal to change, reduce, or eliminate the problem described.
 - d. **Program Objectives.** Explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the desired results of the program, and they should include the target levels of achievement, thereby further defining the goals and providing the means to measure program performance.
 - e. **Planned Activities and Services.** Describe specific steps that the grantee will take or projects that the grantee will fund to accomplish each objective. This part of the program description must summarize which agencies will implement the program, where and when activities will take place, the specific services that the agencies will provide, who will benefit from the services, and the target population.
 - f. **Performance Measures.** OJJDP requires award recipients to collect and report data in support of performance measures (see “Performance Measures,” page 5). Recipients’ assistance in obtaining this information will facilitate future program planning and will allow OJP to provide Congress with measurable results associated with federally funded

programs. Performance measures must reflect the specific problems, goals and objectives, and design associated with this grant.

To ensure that the performance measures that the grantee selects reflect the specific problems, goals, objectives, and design strategy of the project, OJJDP has developed mandatory performance measures. To determine those that apply to your application, visit <http://www.ojjdp.ncjrs.org/grantees/pm/jabg.html>.

- 6. Coordination Efforts.** Include a description of how the state coordinates efforts with other federal and state programs focusing on juvenile justice, particularly OJJDP's Formula Grants Program.

In addition, to better understand the difficulties state agencies that administer the JABG program encounter in collecting and sharing juvenile justice information, OJJDP requests that the states provide the following information in their FY 2008 JABG application:

- a. A description of the state's process for gathering juvenile justice information and data across state agencies—i.e. state departments of education and welfare, mental health services, local law enforcement—and how the state makes this information available across agencies and incorporates the data into its comprehensive 3-year plan and annual plan updates.
- b. Specific barriers the state encounters in the sharing of juvenile information of at-risk youth among state agencies, including local law enforcement, i.e. where state statute, regulation, or policy prohibits the sharing of this information.

States are to direct sufficient resources to accomplish this effort and increase the capacity to implement new or improve existing juvenile justice information sharing systems.

- 7. SMART.** Applicants must demonstrate that they have queried the SMART system to determine program placement in a community facing significant need.

Budget and Budget Narrative

Applicants must provide a budget that: (1) is complete, allowable, and cost effective in relation to the proposed activities; (2) shows the cost calculations demonstrating how the applicant arrived at the total amount requested; and (3) provides a brief supporting narrative to link costs with project activities. Applicants must submit a budget that includes both a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item. Total costs that the state specifies in its budget must match the amount it provides in the Estimated Funding section of the Project Information screen in GMS. All funds listed in the budget will be subject to audit.

- **Budget Detail Worksheet**

The worksheet must include the JABG Purpose Areas that the state intends to fund. Until FY 2008 JABG allocations become available, states should use their FY 2007 funding level for planning purposes. A sample budget detail worksheet is available in appendix D.

Other Attachments

Applicants must submit the following materials as attachments to their GMS application. The Other Program Attachments—which must be submitted as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt)—must include:

1. **Waiver Requirements.** States are required to pass through 75 percent of the total JABG award to eligible units of local government. However, a state that can demonstrate that it bears the primary financial burden for juvenile justice within the state (more than 25 percent) can request a waiver of the pass-through requirement. The FY 2008 waiver request should be in the form of a letter to J. Robert Flores, OJJDP Administrator, who will review requests for exceptions to this waiver; however, the state must meet the following criteria (outlined below) prior to review or approval:
 - Demonstration, by comparing state and local expenditures for the proceeding fiscal year, of how the state bears the primary financial burden for juvenile justice services provided in each of the authorized purpose areas.
 - Demonstration of consultation with units of local government in the state, either directly or through organizations representing such units, regarding the proposed waiver.
 - Demonstration of consultation with other state agencies that bear the primary financial burden for juvenile justice.

States cannot use expenditure data that do not fall within any of the 17 purpose areas (such as general law enforcement expenditures) in determining primary financial burden.

States that OJJDP has approved previously for a 100-percent waiver may certify in writing to the OJJDP Administrator that the conditions that existed to establish the waiver have not changed since the preceding fiscal year's request.

2. **Geographic Information.** To help OJP develop a geographic information system (GIS) strategic planning capacity, applicants must provide the following two items of information on the geographic area that the funded activity ("service area") will serve in the formats specified below. If the mailing address is in a rural area with no street address, include the nearest street intersection. If the program has multiple service areas, include the required information for each area. If proposed multiple service areas have not been determined, simply provide the requested information for the applicant.
 - **Physical address.** If the mailing address is a P.O. Box, specify the physical address of the location where services are to be provided.

(Example with street address) ABC Associates 123 First Street Shrewsbury, PA 17361	(Example with no street address) ABC Associates First Street and Holiday Drive Shrewsbury, PA 17361
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 - **Map and street description.** Provide a road map (with local detail) with the service area clearly depicted. Mark the map with information identifying the grant application it is tied to, including applicant's name, application number, and contact name and phone number. Also, include a written description of streets bounding the service area. If GIS files are available, e-mail them to Dennis Mondoro at Dennis.Mondoro@usdoj.gov.

Additional Requirements

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections Regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding
- Non-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

States should review the information pertaining to these additional requirements prior to submitting their application. Additional information for each can be found at www.ojp.usdoj.gov/funding/otherrequirements.htm. States must also meet all requirements set forth in the JJDP Act of 2002, which may be found at ojdp.ncjrs.gov/about/jidpa2002titlev.pdf.

Appendix A: Application Checklist

OJJDP FY 2008 Juvenile Accountability Block Grants Program

Applicants must submit all applications electronically through OJP's Grants Management System (GMS).

- ☐ **Application for Federal Assistance (SF-424)** is generated by completing the Overview, Applicant Information, and Project Information screens in GMS.
- ☐ **Assurances and Certifications** must be reviewed and accepted online by the applicant's authorizing official.
- ☐ **Program Narrative** must present a detailed description of the purpose goals, objectives, strategies, design, and management of the proposed program. Selection criteria include:
 - JABG Advisory Board membership.
 - The role of the court.
 - A system of graduated sanctions.
 - An analysis of juvenile justice system needs.
 - Activities by purpose area with corresponding performance measures.
- ☐ **Budget Detail Worksheet** must include a worksheet that identifies and a narrative that justifies all proposed costs. See appendix D for a sample.
- ☐ **Other Program Attachments** must include the full waiver request information.

Applicants must submit files attached to their GMS application as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt). Refer to the program announcement for detailed descriptions of these items.

Deadlines

- ☐ Applicants must register on GMS by 8 p.m. E.T. on February 15, 2008
- ☐ Applicants must submit completed applications by 8 p.m. E.T. on February 29, 2008.

OJJDP will accept applications only through the GMS online application system. OJJDP will not consider mailed or faxed applications.

Appendix B: Distribution of Juvenile Accountability Block Grants, by State (FY 2007)

State	JABG Allocation
Alabama	\$630,200
Alaska	275,400
Arizona	823,400
Arkansas	467,200
California	4,020,300
Colorado	665,900
Connecticut	529,900
Delaware	278,300
District of Columbia	245,639
Florida	1,802,500
Georgia	1,131,300
Hawaii	319,300
Idaho	348,500
Illinois	1,477,100
Indiana	832,200
Iowa	465,300
Kansas	466,700
Kentucky	587,100
Louisiana	653,000
Maine	310,400
Maryland	753,500
Massachusetts	775,200
Michigan	1,194,900
Minnesota	685,239
Mississippi	495,900
Missouri	743,800
Montana	281,900
Nebraska	371,100
Nevada	445,800
New Hampshire	320,600
New Jersey	1,052,200
New Mexico	393,900
New York	1,990,700
North Carolina	1,044,035
North Dakota	255,000
Ohio	1,287,335
Oklahoma	537,135
Oregon	535,800
Pennsylvania	1,310,000
Rhode Island	297,800
South Carolina	605,600
South Dakota	275,335
Tennessee	748,600
Texas	2,691,538
Utah	493,500
Vermont	253,400

State	JABG Allocation
Virginia	\$919,500
Washington	785,536
West Virginia	351,800
Wisconsin	711,400
Wyoming	246,200
Guam	222,800
Puerto Rico	607,500
Virgin Islands/American Samoa/North Mariana*	231,800
Total	\$40,245,992

*Virgin Islands - \$102,488

*American Samoa - \$76,324

*Northern Mariana Islands - \$52,998

Population figures based on July 1, 2005 Bureau of Census Data for States and Puerto Rico.

Population figures based on 2000 Census for American Samoa, Northern Mariana Islands, Virgin Islands and Guam.

Appendix C: JABG Purpose Areas

The goal of the JABG program is to reduce juvenile offending through accountability-based programs focused on juvenile offenders and the juvenile justice system. To meet that goal and strengthen the juvenile justice system, a state or unit of local government may use JABG funds to perform the activities below.

1. Developing, implementing, and administering graduated sanctions for juvenile offenders.
2. Building, expanding, renovating, or operating temporary or permanent juvenile correction, detention, or community corrections facilities.
3. Hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening and assessment) for juvenile offenders to promote the effective and expeditious administration of the juvenile justice system.
4. Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and case backlogs reduced.
5. Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent juvenile offenders.
6. Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime.
7. Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.
8. Establishing drug court programs for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and integrate administration of other sanctions and services for such offenders.
9. Establishing and maintaining a system of juvenile records designed to promote public safety.
10. Establishing and maintaining interagency information sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
11. Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
12. Establishing and maintaining programs to conduct risk and needs assessments that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to juvenile offenders.
13. Establishing and maintaining accountability-based programs that are designed to enhance school safety, which programs may include research-based bullying, cyberbullying, and gang prevention programs.

14. Establishing and maintaining restorative justice programs.
15. Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
16. Hiring detention and corrections personnel, and establishing and maintaining training programs for such personnel, to improve facility practices and programming.
17. Establishing, improving, and coordinating pre-release and post-release systems and programs to facilitate the successful re-entry of juvenile offenders from state and local custody in the community.

Appendix D: Sample Budget Detail Worksheet

The Budget Detail Worksheet attachment should include the budget amount for each purpose area that the applicant identifies will receive FY 2008 JABG funds. Funds allocated for administration and cash match are required line items. (See appendix C for JABG purpose areas.)

Sample Budget Detail Worksheet (for a Nonwaiver State)

*Note: Use only the JABG purpose area numbers/titles as shown in appendix C.		OJJDP		
JABG Purpose Areas	Program Title	Federal Share	Match (10%)	Total Funds
	Administration (up to 5%)	\$12,500		
	Pass-through (75%)	187,500		
06	Training programs for law enforcement and court staff	20,000		
12	Risk and needs assessment (MH/SA)	20,000		
14	Restorative justice program	10,000		
	Total	\$250,000	\$27,778	\$277,778

Match requirement. JABG funds may not exceed 90 percent of the total program costs, including any funds set aside for program administration. However, if the grantee uses JABG funds to construct a permanent juvenile correctional facility, then the grantee must provide a 50-percent cash match of the total project. The state must ensure that it will make available the nonfederal portion of the cost of the programs funded under the state's JABG allocation by the end of the project period.

Match calculation. To calculate match, apply the following steps:

1. Divide the federal award amount (or subgrant award amount) by 0.9 (example: $\$250,000 \div 0.9 = \$277,778$). Multiply $\$277,778$ by 10 percent = $\$27,778$ (match amount).
2. Total program costs include the federal award amount (or subgrant award amount) plus the match amount (example: $\$250,000 + \$27,778 = \$277,778$).

Administration Funds. JABG funds allocated to administrative costs may not exceed 5 percent of the total award. Administration is defined as activities related to the administration of the JABG program, including a full-time JABG coordinator, evaluation, and monitoring.

Appendix E: Sample Letter

States or JABG subgrantees seeking advice from members of the judicial system may use this sample letter.

Chief Justice
Highest Court in the State
1234 Main Street
Any City, State 12345

Dear Honorable Justice [Name],

The Governor's office has designated [your agency name] to administer the Juvenile Accountability Block Grants (JABG) program, which the Office of Juvenile Justice and Delinquency Prevention funds and administers. The JABG program provides funding to help states and communities implement accountability-based reforms to strengthen their juvenile justice systems. Per the Omnibus Crime Control and Safe Streets Act of 2002, in the development of the grant application, the states and units of local government shall consider the needs of the judicial branch in strengthening the juvenile justice system and specifically seek the advice of the chief of the highest court of the state and, where appropriate, the chief judge of the local court, with respect to the application.

We are seeking the input of your office in the development of the state's application to the federal government for fiscal year 2008 funds. It is our goal to work with your office to ensure that the needs of the court are integrated into the overall juvenile justice system improvements we hope to achieve through the JABG program.

I would like to arrange a meeting between you, your staff, and my office to discuss your ideas for how the JABG program can benefit the court system. I look forward to working with you and will contact your office to arrange a meeting. Should you have any questions, please contact me at [phone number].

Sincerely,

[Signature]
Executive Director

Appendix F: Instructions to Complete the JABG State Advisory Board Roster (with Sample)

The State Advisory Board membership table was designed to simplify state reporting requirements. The state should select the designator listed below that best describes each member's qualifications and experience.

States may designate their state advisory group (SAG) under the Juvenile Justice and Delinquency Prevention Act of 2002 to serve as their JABG State Advisory Board (SAB), if the SAG meets the JABG SAB membership requirements.

Column 1 (Name)

List the names of each Board member beginning with the chairperson and, if applicable, place an asterisk (*) after each of those members who are also members of the State Advisory Group.

Column 2 (Represents)

Select the item from the following list that most closely identifies each member's qualification:

- A. State or local police department.
- B. Local sheriff's department.
- C. State or local prosecutor's office.
- D. State or local juvenile court.
- E. State or local probation office.
- F. State or local education agency.
- G. State or local social service agency.
- H. A nonprofit, faith-based, or community group.
- I. A nonprofit, nongovernmental victim advocacy organization.

Column 3 (Date of Appointment)

Provide the date the member was appointed to the advisory board.

Column 4 (Residence)

Provide the member's residential or preferred mailing address.

Sample JABG State Advisory Board Membership Roster*

	Name	Represents	Date of Appointment	Residence
1	Jane Smith, Chair	D, F	June 1997	Harlem
2	Jane Smith	C	June 1997	Helena
3	Jane Smith	E	June 2001	Missoula
4	Jane Smith	A	June 1997	Great Falls
5	Jane Smith	B	June 1998	Great Falls
6	Jane Smith	E	June 2001	Missoula
7	Jane Smith	E	June 2001	Bozeman
8	Jane Smith	B	June 1998	Helena
9	Jane Smith	C	June 1998	Helena
10	Jane Smith	D	June 1997	Bozeman
11	Jane Smith	B	June 1999	Butte
12	Jane Smith	A, C	June 1999	Kalispell
13	Jane Smith	A, D	June 2000	Great Falls
14	Jane Smith	D	June 1997	Billings
15	Jane Smith	C	June 2000	Helena

*List the Chair first.

Source: Modified from Montana's FY 2002 Formula Grants application.